



Bradshaw Hall Primary School

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Vernon Close,
Cheadle Hulme,
SK8 6AN

Date Reviewed:	Autumn 2021
Date Ratified & Adopted by the Governing Board:	Autumn 2021
Signed - Head Teacher	
Signed - Chair of Governing Board	
Next Review:	Autumn 2028
Last LA consultation:	Autumn 2020/21
Comments:	Annually reviewed Min 7 years between consultations

ADMISSIONS POLICY



Bradshaw Hall Primary School

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INTRODUCTION

The school Admissions Code no longer requires Admission Authorities to consult annually on its admission arrangements so long as they remain unchanged from the previous year. Consultations will only be required every 7 years if the arrangements remain unchanged. Admission arrangements must, however, be determined each year by the 28th February whether consultation has taken place or not.

A consultation has taken place earlier in the academic year 2020/2021 which is now complete.

Following these consultations, the admission limit for Bradshaw Hall Primary School has now been set at 60 for 2021/22 & 2022/23.

By law, parents must arrange for their children to start school at the beginning of the term following their fifth birthday, unless they have made other suitable arrangements.

In Stockport, there is a policy of planned early admissions. Arrangements are made for ALL children aged 4 years plus to start school in one reception intake in September. Therefore, children born between 1st September and 31st August in any year will be able to start at a Stockport LA maintained school in September.

Children who are successful in gaining a place in the nursery class attend on either a part-time basis - 15 hours per week over 2.5 days Monday/Tuesday/Wednesday AM **OR** Wednesday PM/Thursday/Friday. Alternatively, if the family/child qualifies for 30 hrs per week, they will attend full time Monday - Friday inclusive. They will complete one year before entry to the main stream Reception class on application. There are places for 40 children, 20 at each session.

STOCKPORT'S ADMISSION PROCEDURE

Please use the link below to find out all the information you require to apply online:

<http://www.stockport.gov.uk/services/education/educationtrainingandemployment/schooladmissions/>

(i) Nursery Class

Stockport LA is very concerned to provide both an effective and a fair means of allocating 'priority' and 'non-priority' nursery places.

Procedure:

Parents send in an application form/submit online to the Town Hall on which they express a preference for up to 6 schools. These forms are collated for consideration by Area Admissions Panels. There is a list of priority cases to be considered first, after which, if there is an excess of demand for the remaining places, they are to be allocated to the older children, alternating between Autumn and mid-year birthdays on the list. There is a comprehensive booklet which accompanies the application form for easy reference (see attached). There are, at present, no priority areas for nursery classes within the Stockport area.

(ii) Primary School

Each Stockport Primary School has its own priority catchment area and children living within it have an automatic right to a place at that particular school, subject to places. Some parents choose instead to send their children to another school and they may be accepted by that school if there are available places. At Bradshaw Hall we follow the “Policy and Procedures” guidance issued annually by Stockport Local Authority (Please use link above to Stockport Authority guidance)

This guidance details procedural requirements which schools must follow in carrying out the Authority’s Admissions Policy, as it applies to Community and Voluntary Controlled primary schools in Stockport.

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This guidance has been revised to incorporate requirements specified in:

- ❖ The School Standards and Framework Act 1998
- ❖ The Code of Practice: School Admissions
- ❖ The Code of Practice School Admissions Appeals

Related information, including full details of the Authority’s Admission Policy, is contained in “Primary Education in Stockport – Information for Parents’. This book is given out to parents at the same time as the generic application forms (see office). Admission to reception class is managed by the LA. Bradshaw Hall Primary School have developed an admissions pack for new starters with all the relevant information required including for example Internet safety, medical conditions information, school visits.

AIMS AT BRADSHAW HALL PRIMARY SCHOOL

We aim to make each child’s entry as calm and as stress-free as possible. To achieve this, we operate a staggered start which allows the children to receive maximum individual staff attention for the first few days. We find that this procedure helps the

children to gain positive attitudes towards all aspects of school life, which will remain with them throughout their primary years.

BRADSHAW HALL ADMISSION ARRANGEMENTS

(i) Nursery Class

Parents of children who have accepted places in the nursery class are invited to attend an induction meeting towards the end of the summer term. At this meeting they are able to meet the Headteacher, nursery class teacher and nursery nurse.

Parents will be given a prospectus which provides information necessary for induction.

Invitations to visit the nursery class with the children are extended. These visits will be in small groups and the children will be encouraged to take part in some practical activities alongside their parents.

Each September a staggered entry system is operated. This allows staff to work closely with parents in settling their children into the new routine. In the first week of school, Nursery staff visit children and parents at home.

Throughout this time, curriculum work is kept to a minimum to allow these very young children to adjust to the new routine, to develop positive attitudes towards school, their new peers and the staff.

In 2010-11, the Nursery moved to 15 hours free provision from 12.5hrs provision.

(i) Reception Class

In any normal year, we anticipate being over-subscribed in Reception. Stockport Authority is responsible for the allocation of school places. The criteria for admission can be seen on the website address seen above.

As in the nursery class, all parents and children are invited to visit the school prior to admission, even though many of the children will already be working in the Foundation Stage Centre. Children who have not been in the nursery class in the Foundation Stage Centre are welcome to attend some short sessions.

In the first week of school, reception staff visit children and parents at home.

A meeting is also held for prospective parents in the term prior to admission. At this meeting, parents meet the Headteacher and the Foundation Stage staff and are given a 'flavour' of the school. Information given includes the school booklet, holiday lists, advice on how to help each child settle into school and details of how to encourage early reading and mathematical skills.

If time allows parents are shown how we develop these skills in school. We impress on parents the importance of making children as independent as possible in small ways, for example, dressing and undressing, toileting, and fastening shoes. This is also an important meeting for collecting information about the family for the school's database system.

The staggered entry system varies slightly each year, depending on the number of children expected. By week 2, all children will attend full time, subject to any special needs or requirements.

Post Admission Procedures

Settling children happily into school is very much a joint responsibility of parents and teachers. We need to keep a constant dialogue going so that any problems can immediately be discussed and resolved quickly to the benefit of the child.

We aim to keep parents in regular touch with what is happening in school and with how their children are progressing.

In September 2010, the **Local Authority** took responsibility for the admissions of children from Year 1 to Year 6.

Monitoring and reviewing

The Early Years staff and Headteacher's of local schools, work closely together when making admission arrangements. Annual reviews are necessary to check that all goes smoothly. Parents' views on admissions procedures are welcomed and will be considered the following year, should they fall within our aims of promoting a happy, relaxed and calm introduction to, what is, a major part of their children's lives.

- ❖ This document should be read in conjunction with the following school policies and SMBC guidance:
- ❖ Accessibility Policy: <S:\admin documents\Policies\Accessibility Policy>
- ❖ Special Education Needs and Disability Policy – SEND:
❖ <S:\admin documents\Policies\SEND Policy>
- ❖ SMBC - School Admissions information page:
❖ <http://www.stockport.gov.uk/services/education/educationtrainingandemployment/schooladmissions/>